

DDA SUBJECT FILE COPY



DDA 88-2630  
22 December 1988

NOTE FOR:

[Redacted]  
EXO/OS

STAT

FROM:

[Redacted]  
EXA/DDA

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SUBJECT: Transactional Task Force Issues 29 and 31

REFERENCE: Most Recent Transactional Costs Report

Bob,

1. I received a call today from [Redacted] EXO/OEA/DI, concerning Issues 29 and 31. In Issue 29, paragraph 2, we state that OS is now able to process unclassified IC's within three days. [Redacted] insists that it still takes 7-10 days. Secondly, on Issue 31, he states that numerous visitors who say they have passed their clearances are not confirmed by CIB. Somewhere they are getting lost or the reliability is breaking down. Could you please check on these two matters by 9 January 1989 so that I can respond appropriately to [Redacted]

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2. Lest you think no one appreciates us, [Redacted] is overall mightily impressed with the Transactional Cost effort and is enthusiastic about the possibility of an electronic link with the FBI.

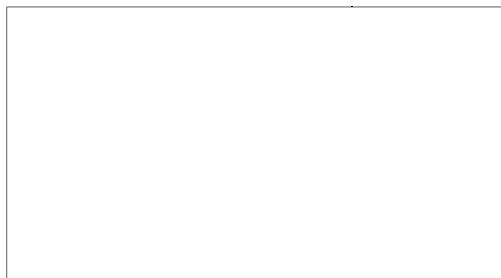
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Attachments:

Issues 29 and 31



DATA REGISTRY  
FILE: 06111-33

ORIG: EXA/DDA:

[Redacted]

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Distribution:

Original - Addressee w/atts

1 - DDA Subject w/atts

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ISSUE 29:

Improve the speed at which security approvals are provided for Independent Contractors.

ACTION/STATUS:

This issue has been of concern to us from some time, and we have made a concerted effort to make improvements in this area. Through a coordinated effort between the Offices of Personnel (OP) and Security (OS), processing time for Independent Contractors has been significantly reduced. OP now handles processing for all Independent Contractors and has expanded its staff in order to expedite the processing.

OS is now able to process requests for Independent Contractors at the Unclassified level within three days of receipt. Processing for Independent Contractors at the Secret level has traditionally taken 60 days due to the time involved in completing FBI checks. With the new link between the Agency and the FBI, utilizing SIMS-based tapes, the time required to conduct FBI checks in cases where there is no record/information has been reduced to one week.

ISSUE 30:

Reduce the backlog in the 4C system to ensure expeditious passing of clearances.

ACTION/STATUS:

The Compartmented Information Branch (CIB) of the Special Security Center (SSC), which maintains the Agency's portion of the 4C data base, has been operating without its full complement of personnel. In order to compensate for this shortfall in staff, the Branch has been utilizing other additional personnel on an overtime basis.

During the month of September a concerted effort was made to reduce the backlog in the 4C system, in particular, the contractor-related input. As a result, we are achieving a systematic reduction in this category of backlog. We will continue to focus on further reductions utilizing non-CIB personnel on an overtime basis. In addition, we are conducting a study to determine the feasibility of using an optical character reader to reduce processing time.

ISSUE 31:

Improve the process for passing clearances in and out of the Agency for codeword and noncodeword meetings.

ACTION/STATUS:

It is fairly routine for the OS/Compartmented Information Branch (CIB) to receive requests for the expeditious confirmation of the accesses of Agency personnel. CIB recognizes the immediacy of these requests and responds to them either by cable or telephone to expedite passage.

The Office of Security's Clearance Division (CD) handles the passing of clearances in and out of the agency for noncodeword meetings. Telephonic confirmation of the individuals' clearances is made the day the request arrives with written confirmation mailed the same day. A significant number of requestors have expressed a desire to receive this written confirmation more expeditiously. In an effort to be responsive to our customers' needs, CD is currently conducting a study to determine the advisability of using a FAX machine to forward written confirmation.

ISSUE 32:

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Establish workable emanation standards for the acquisition and deployment of workstation equipment which will lead to a simpler and more expeditious procurement and installation process.

ACTION/STATUS:

OS hosted a half-day offsite [redacted] on 17 October 1988 to discuss domestic alternatives for emanations security (TEMPEST). Attendees included representatives from OS, OIT, OC, CI/T, and DDA Staff. OS is currently preparing a memo for the DDA outlining a coordinated position on new specifications.